



**MontgomeryWorks
and the Takoma Park Maryland Library
With the Support of the Takoma Park Recreation Department
Present the following free workshops:**

**Successful Job Search and Career Planning
January 17, February 21, March 13**

9:30 AM to 12:30 PM

Learn proven job search techniques and use this information to begin career planning. Set goals, identify, organize, and communicate your interests, values, and skills to find your "best fit" occupation. Discuss the reality of "it's who you know" and learn how to network your way to your next job.

**How to Write the Resume that Gets the Interview
January 31, February 28, March 27**

9:30 AM to 12:30 PM

Learn the process and components required to write a polished resume. The key ingredients to a well written cover letter that will compel the reader to consider your Resume. Find out what will make your Resume stand out. Bring a Resume if you have one.

**All workshops held in the Takoma Park Community Center
Azalea Room**

**Call the Library for information and to pre-register
Registration is limited
301-891-7259**